

Coon Rapids



Love My Pet Fair



Hello:

The Coon Rapids Love My Pet Fair is scheduled for Sunday, September 25, 2016. This event started in 2015 and was a huge success with over 200 attendees and their pets. Approximately 20 vendors and presenters joined in the fun by providing pet lovers with information, resources and services that support their pets. Enclosed is information about how you can get involved this year. You can also click on the Coon Rapids logo above to be directed to our website.

If you interested in our event, please complete the registration form and mail in your fee no later than Friday, September 9, 2016. We hope you will share this information with anyone who is interested to participate in our fair.

Vendor registration information is included in this packet. Be sure to "Like us" on our Facebook page to get the latest information on the fair.

I look forward to seeing you at the Coon Rapids Love My Pet Fair!

Sincerely,

Liza Brazelton

Liza Brazelton
Coordinator
Coon Rapids Love My Pet Fair
(763) 767-6410
LBrazelton@coonrapidsmn.gov

Coon Rapids



Love My Pet Fair



General Information

Marketing

Announcements will be published in the Coon Rapids Connection citywide newsletter which is mailed to 26,000 households and businesses. Ad listings will be featured on the local cable television channel (CTN-Coon Rapids) and marketed on the City of Coon Rapids social media pages and website.

Exhibitors are encouraged to cross-promote the Coon Rapids Love My Pet Fair on their own Facebook pages, websites, print and other email marketing. A flier will be provided to you in digital format to help make this easy for you.

Booths

Space is limited to 10' x 10'. You are encouraged to bring a pop-up tent, folding table and a chair or two. **If you need a table and chair, please let us know and one will be provided free of charge.**

Exhibit Guidelines

- Booth requests must be approved by Pet Fair staff.
- Set-up time can start as early as 8:00 a.m. but must be completed by 9:45 a.m.
- Booths are required to be active until 2 p.m. **Early tear-down is not allowed.**
- Booth will be reserved upon receipt of your registration fee.

Please contact Liza Brazelton lbrazelton@coonrapidsmn.gov or call 763-767-6410 with any questions or concerns.



Set-up Information

Setup

Set up begins at 8:00 am on Sunday morning. Please be ready to go by 9:30 a.m.

Unloading

You are welcome to park and unload at the entrance to Riverview Park just off of 105th Avenue N. Please unload and move your vehicle to the far side of the parking lot as quickly as possible. This will allow the next vendor to unload in a timely manner. If you need help, Pet Fair staff and volunteers will be available to assist you.

Refreshments

You are encouraged to bring your own refreshments.

Tear-down

Please do not dismantle your exhibit until 2:00 p.m. We will load in a similar fashion as the unloading in the morning. You may load your vehicle at the main entrance. If you need help, Pet Fair staff and volunteers will be available to assist you.

Directions

Riverview Park is located at 2420 105th Avenue, Coon Rapids, MN 55433. Please use Google Maps for directions to the park.



Coon Rapids Love My Pet Fair

Registration Form



*Sunday, September 25, 2016
10 a.m.-2 p.m.*

Paid _____
Booth # _____
Table _____
Power _____
(For office use only)

The Coon Rapids Love My Pet Fair seeks to present information, resources, services, and products that contribute to a healthy and fun pet owner experience.

Company Name: _____ **Date:** _____

Primary Contact: _____

Phone: _____ **Email:** _____

Address: _____

City: State: Zip: _____

Website: _____

Contact On-Site at Event: _____ **Cell Phone:** _____

Exhibit Information: Select the Category you would like to be listed under:

- ☐ Animal Rescue ☐ Boarding Facilities ☐ Dog Trainer ☐ Low Cost Neutering ☐ Pet Groomers
☐ Pet Products ☐ Service Dogs ☐ Therapist ☐ Pet Breeder ☐ Veterinary Services
☐ Other _____

DEMO ONLY: (No fee. Please describe your presentation) _____

- Would you be willing to provide an award or prize item? ☐ Yes ☐ No
☐ I am unable to participate as a vendor this year but will donate items to the welcome bags.
☐ I am unable to participate as a vendor but would like be a sponsor for \$____ \$50 ____ \$100 ____ \$200

Booth Fee: \$50 _____ **Demo with Booth:** \$50 _____ \$25 _____ *non-profits*

_____ One 8' table and two chairs free of charge (if you elect not to bring your own)

Method of Payment: ☐ Check ☐ Visa ☐ MasterCard **Amount:** \$ _____

Cardholder's Name: _____

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Credit Card Number

□□/□□

Expires

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Security Code

Signature: _____

Registration deadline: September 9, 2016

Mail registration and payment to: City of Coon Rapids, Love My Pet Fair, 11155 Robinson Drive NW, Coon Rapids, MN 55433. If you prefer to pay with credit card over the phone, call Liza at 763-767-6410, then submit your registration information by mail or email at lbrazelton@coonrapidsmn.gov.

DO NOT SEND CREDIT CARD INFORMATION BY EMAIL.